Appendix C

World Air Games 2015

Bid Application Forms

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1 Phase 1 bid documents

The purpose of this section is to provide information to potential hosts on how to prepare their Phase 1 bid documents for hosting the World Air Games 2015.

1.1 Content and Presentation

Content: The documents to be provided to FAI consist of :

- A Letter of Intent to bid for the World Air Games 2015
- The completed bid application forms
- All documents mentioned in the bid application forms

Printed files: Potential hosts are required to provide 3 printed copies of their bid documents. The FAI will focus its analysis on the content of the bid documents, not on their presentation. A simple, moderate cost, soft-cover, plastic spiral or glued binding should therefore be preferred (loose leaves not accepted).

Electronic files: In addition to the printed presentation, electronic copies of the *Identification Forms (items 2.1 to 2.3)* and of the answers to the *Questionnaire (items 3.1 to 3.10)* are required in MS-Word (version 2003 or above), MS-Excel (version 2003 or above) or Adobe PDF format.

Language: English

Photos & Maps: Photos and maps required at items 3.2 c) to f) of the *Questionnaire* should be printed in the presentation document <u>and</u> provided on a PC-formatted CDROM or DVD in .jpg, .png or .pdf format.

Answers: Use concise and concrete sentences when answering the questions. <u>Explanatory texts</u> should wherever possible be supported by <u>visual aids</u>. These visual aids should be restricted to commonly used and easy to understand graphs, tables, lists, maps and plans.

Third parties: The original documents (or high-quality photocopies thereof) of all guarantees, statements of positions from governmental authorities or other third parties should be included in your bid document.

1.2 Submission

Please submit 3 printed copies of your bid documents, together with the corresponding electronic files, to the FAI Secretariat via mail or courier at:

Fédération Aéronautique Internationale
World Air Games 2015
Avenue de Rhodanie 54
CH-1007 Lausanne
Switzerland

Deadline : **30 November 2012 at 12h.00 (CET)**

1.3 Bid Fee

No bid fee is required for Phase 1 of the bid process.

2. Identification

The purpose of this section is to introduce potential hosts to the FAI and present their qualifications to bid for the World Air Games 2015.

Entities wishing to bid for hosting the World Air Games 2015 should fill-in this section as accurately and completely as possible.

Also, please attach current curriculum-vitae for all members of the Bid Committee who are listed in this document.

2.1 Entity bidding to host the World Air Games 2015

Name of Entity		
Type of Entity (NAC, Corporation, etc)		
Entity's Current Location (City, Nation)		
Primary function of Entity (Event organizer, etc.)		
Entity's primary field of activity		
Mailing Address	Street, Number	
	City	
	Postal Code	
	Country	
Phone number		
Fax number		
E-mail		
Internet/Website		
Skype		
Any other relevant information		

2.2 Bid Committee Members

Principal Member(s) of the Bid Committee

Name		
Surname		
Mailing Address	Street, Number	
	City	
	Postal Code	
	Country	
Contact Information	Phone number	
	Mobile number	
	Fax number	
	E-mail	
	Skype	
Current position, Company		
Function within the Bid Committee		

Name		
Surname		
Mailing Address	Street, Number	
	City	
	Postal Code	
	Country	
Contact Information	Phone number	
	Mobile number	
	Fax number	
	E-mail	
	Skype	
Current position, Company		
Function within the Bid Committee		

For additional principal members, please duplicate this page.

Entity's representative who is responsible for the Air Sports matters

Name		
Surname		
Mailing Address	Street, Number	
	City	
	Postal Code	
	Country	
Contact Information	Phone number	
	Mobile number	
	Fax number	
	E-mail	
	Skype	
Current position, Company		
Function within the Bid Committee		

Entity's representative who is responsible for official coordination with FAI

Name		
Surname		
Mailing Address	Street, Number	
	City	
	Postal Code	
	Country	
Contact Information	Phone number	
	Mobile number	
	Fax number	
	E-mail	
	Skype	
Current position, Company		
Function within the Bid Committee		

2.3 Other person(s) representing the Entity

Name		
Surname		
Mailing Address	Street, Number	
	City	
	Postal Code	
	Country	
Contact Information	Phone number	
	Mobile number	
	Fax number	
	E-mail	
	Skype	
Function within the Bid Committee		

For additional members of the Bid Committee, please duplicate this page.

3. Questionnaire

These questions need to be answered by each potential host. It is intended that the responses to the following questions will provide the FAI with an overview of each potential host's organisational capabilities and principal motivation and objectives for wanting to host the World Air Games 2015. When responding, potential hosts should give concise, factual and objective answers.

3.1 Motivation and objectives

a. What is your principal motivation for wanting to host the World Air Games 2015 ?

b. What would be the impact (legacy) for your city/region/citizen and for the air sports in your country of hosting the World Air Games 2015 ?

c. Briefly describe your strategy and your primary goal(s) for hosting the World Air Games 2015 in your city/region, and explain how the World Air Games 2015 would contribute to achieving these goals.

3.2 Venue(s)

a. In what geographic region do you propose to conduct the World Air Games 2015 ?

b. Why is this location conducive to hosting a large multi-air sports event ?

c. Provide a general Site Map (Map A) that indicates the location of :

- air sports infrastructure (Central Airfield, Satellite Venue(s), Auxiliary Field you propose to use for World Air Games 2015),
- infrastructure you propose to use for the Opening and Closing ceremonies,
- international airports,
- motorways and major urban arterial networks,
- location of accommodation facilities for athletes and officials,
- training venue(s),
- media centre(s),
- distances in km between all of the above-mentioned venues,
- public transport system and the local transport routes between all the above-mentioned venues.

d. Please provide a series of photos depicting the Central Airfield, the Satellite Venue(s), the Auxiliary Field and the venue(s) proposed for the ceremonies.

e. Provide detailed maps of the venues (aerodrome charts) and infrastructure you propose to use for World Air Games 2015 (maps should be drawn to scale to allow measurement of distances).

f. Provide an Aeronautical Map (Map B) showing the official airspace system (and relevant restrictions) located above and around the region proposed for hosting the World Air Games 2015 (ICAO Map 1:500'000).

3.3 Time Frame

a. What range of dates do you propose for conducting the World Air Games 2015 ? Why are these dates conducive to conducting a large multi-air sports event in the proposed region ?

c. What other high-profile events (sporting, cultural, conventions, exhibitions, etc.) are being planned for this region in 2014, 2015 and 2016 ? Please list any events, and provide their respective dates and websites.

3.4 Organisation

a. What is the organisational and functional structure (by titles) of your World Air Games 2015 Bid Committee?

b. If you are selected as the World Air Games Organiser for 2015, what should be the legal status (public and/or private entity, association, etc.) of the Organising Committee and what entities should be represented in the Organising Committee with a right to vote ?

3.5 Experience in organising major events

a. Please provide your Bid Committee members' experience in event organisation during the last 10 years including any major events (i.e. conventions, exhibitions), sporting or multi-sport events (i.e. world championships), or specifically any major aeronautical events (i.e Air Sports events, air shows)

3.6	**Status of Air Sports**
a.	What is the structure for Air Sports administration in your country (Central NAC with departments for each air sport, or small NAC with self-functioning national associations for each air sport) ?
b.	What will be the role of these national organisations for the World Air Games ?
c.	What are the opinions and/or level of support (in principle) of the local Air Sports community towards you bidding to host the World Air Games ?
d.	What are the opinions and/or level of support toward this project by national, regional and local authorities ?

3.7	**Laws, Regulations, Environment and Security**
a.	Are there existing laws in your country related to the organisation of major international events ?
b.	Are there potential legal obstacles facing the organisation of the World Air Games in your nation ? (If yes, give a short description of these obstacles.)
c.	Does your nation have the infrastructure to fully support WADA's anti-doping policies and procedures ?
d.	What will be the environmental impact of staging the World Air Games in your nation ? Have environmental associations been consulted during the initial phase of your bid ? If no, why ? If yes, what is their position towards the World Air Games project ?
e.	What potential threats (crime, terrorism, environmental, etc.) must be taken into account, and what security measures do you plan to implement for the World Air Games ? Who will have ultimate responsibility for security during the World Air Games ?
f.	When will the next elections take place in your city/region/country?

3.8	**Financial Aspects**
a.	How will your World Air Games bid process be financed ?
b.	What financial commitments – if any – have been obtained to support your bid and the World Air Games 2015 ?
c.	Provide a first draft budget for the World Air Games 2015 showing : - The primary revenues (and sources thereof) you expect to be able to generate, - The main expenditures you expect to spend on organising, promoting and conducting the World Air Games.
3.9	**Marketing & Communication**
a.	How will you promote your bid on local/regional/national levels ?
b.	Briefly describe the communication strategy you would implement to promote the World Air Games during the time leading to and during the event.
3.10	**Schedule and Programme**
a.	Provide a first draft programme of events showing : - The sports/disciplines (as designated in Appendix A) you propose for inclusion in the programme. - The venue where each proposed sport/discipline should take place. - The criteria used to include or exclude a specific sport or discipline. - The interactive activities you would propose for the public at each venue. - The proposed dates for : - The official arrival/departure days (athletes and officials) / - The Opening and Closing ceremonies / - The training and reserve days.
b.	Provide initial ideas and proposals on how you would like to organise and conduct the Opening and Closing ceremonies.
c.	Would you like to organise Test events ? If no, why ? If yes, for which sports/disciplines and when ?